

MD HABIB

DRIVER (AUTOMATIC)



COVER LETTER

Hiring Manager
Doha, Qatar

Subject: Application for Driver Position

Dear Hiring Manager,

I'm applying for the Driver role at your Good Company in Qatar. I hold a valid Qatari driving license with a clean record and have experience driving across Qatar. I'm skilled in using Google Maps, Waze, and GPS tools, and can work flexible shifts, including weekends and holidays. Physically fit and reliable,

I ensure safe, on-time, and professional transport service at all times.

Key strengths that align with your requirements:

Valid Qatari driving license with a clean record.

Experienced in driving.

Excellent map-reading and route-planning skills.

#Flexible with shift timings, including Fridays, weekends, and holidays.

Strong communication skills and team spirit.

Basic vehicle maintenance and troubleshooting knowledge.

I would be honored to join your professional team and contribute to the success of your Company in Qatar. Please feel free to contact me at **+974 5005 8091** or **habib.habiba90@gmail.com**

Sincerely,

Habib

(Qatar Resident – Licensed Driver)



Phone:

+974 5005 8091



Mail:

habib.habiba90@gmail.co

m



Website:

www.habibok.com



Address:

Freej Bin Omran,

Doha – Qatar



MD. HABIB

• DRIVER (AUTOMATIC)

To obtain a responsible Driver position with a reputable organization where I can utilize my safe driving skills, knowledge of Qatar routes, and commitment to punctuality to support smooth transportation operations. I aim to provide efficient, disciplined, and customer-focused service while ensuring vehicle safety and reliability at all times.

+974 5005 8091

habib.habiba90@gmail.com

Doha-Qatar

www.habibaok.com

SKILLS

- Driving
- Computer Operator
- Data Entry
- Document Controller
- Basic Photography
- Basic Videography
- Basic Graphic Design
- Basic Digital Marketing

EDUCATION

HSC @ Higher Secondary Certificate

D.M.College, Mirpur-1, Dhaka - 1216

Year of Passing : 2012

Group: Business Studies

SSC @ Secondary School Certificate

P.S.Q.U.B, Dhaka-Bangladesh

Year of Passing : 2010

Group : Science

LANGUAGE

English

Hindi

Bangla

EXPERIENCE

PICK QUICK GROUP

Driver

2024 - Present

- Safely transport company staff, guests, and management on time.
- Deliver confidential documents securely between offices.
- Provide private driving service for company owners and VIP guests.
- Maintain vehicle cleanliness, fueling, and regular maintenance.
- Follow traffic rules and ensure passenger and vehicle safety.
- Use GPS/Google Maps for efficient route planning.

DECLARATION

- I hereby declare that all the information mentioned above is true and correct to the best of my knowledge and belief. I understand that any false information may lead to disqualification from employment. I assure you of my honesty, discipline, and dedication in fulfilling my duties responsibly and efficiently.

Sincerely,

Habib

(Qatar Resident – Licensed Driver)